



## PRE-APPLICATION FOR

## KENTUCKY WORK READY SKILLS INITIATIVE

### **INSTRUCTIONS**

This pre-application is the first phase for applicants interested in applying for funding through the Kentucky Work Ready Skills Initiative. All applicants should familiarize themselves with the information regarding the incentive program for which application is made as well as applicable program requirements. A program fact sheet regarding the Kentucky Work Ready Skills Initiative is located at <http://educationcabinet.ky.gov/ky-work-ready-skills/pages/default.aspx>.

Pre-applications for the Kentucky Work Ready Skills Initiative will be accepted during the following application time period: July 13 - August 12, 2016.

Pre-applications consist of the Project Summary worksheet contained within this workbook. Please submit electronically (by clicking 'submit' button at the bottom of form) or mail by August 12 to:

Kentucky Education and Workforce Development Cabinet  
500 Mero Street, 3rd Floor  
Frankfort, Kentucky 40601

All complete pre-applications will be reviewed. Those selected for further review will proceed to phase two and be requested to submit additional project application information to the Kentucky Education and Workforce Development Cabinet.

For questions regarding the Kentucky Work Ready Skills Initiative or this application, please contact Andy Hightower within the Kentucky Education and Workforce Development Cabinet via email at [workreadyskills@ky.gov](mailto:workreadyskills@ky.gov) or call 502-564-0372.

**\*\*\*NOTE: PLEASE DOWNLOAD AND SAVE THIS APPLICATION BEFORE FILLING OUT.**

**If you do not save this application to your network FIRST, you will be unable to save your work.\*\*\***

## PRE-APPLICATION FOR KENTUCKY WORK READY SKILLS INITIATIVE PROJECT SUMMARY WORKSHEET

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Rev 7/2016

## **PUBLIC-PRIVATE PARTNERSHIP INFORMATION**

Enter the name and contact information of the lead partner organization which will serve as the primary contact point and fiscal/administrative agent for the Work Ready Skills Initiative project proposed in this pre-application.

Mail Address		City	State	Zip Code
Contact Person	Title	Work Phone		Cell Phone
Email Address		Website		

List all partnership member organizations (must include at least one private sector member, one secondary and one postsecondary education institution member. One local government member is required if education member is not a public institution).

Provide a brief summary/description of the partnership and financial responsibilities of each partner.

100

Has the project lead or any partner ever been convicted of any criminal offenses, been in receivership or adjudicated a bankruptcy, or been denied a business related license or had a business related license suspended or revoked by any administrative, governmental or regulatory agency?

If yes, please list the violation and explain (attach additional explanation if needed):

**PROJECT INFORMATION**

Where will the proposed project be located?		County			
Physical (Street) Address		City		State	Zip Code
				KY	

In the space below, provide a one paragraph executive summary of the proposed partnership project, including a statement explaining why public support is needed for the project to be undertaken. If site plans, photographs or other descriptive information is available, attach to this pre-application.

Identify the type of training to be provided through the proposed project, including the sectors that will benefit from the training. Also include expected hours of operation and whether both high school students and adults will be trained.

What are the private sector demand estimates for the proposed training?

# FINANCIAL PROJECTIONS AND OWNERSHIP/MAINTENANCE OF FACILITIES AND EQUIPMENT

Eligible Costs	Who Will Own/Maintain?	Proposed Matching Funds From Partners	Work Ready Skills Initiative Funds Requested	Total Projected Cost for Project
Land Acquisition				
New Building Construction/Addition				
Existing Building Purchase				
Repurposed Existing Building Value				
Existing Building Improve/Renovate				
Equipment and Furnishings *				
First Year Marketing Costs				
<b>Totals</b>				
* Equipment and Furnishings means equipment, machinery, furnishings, office equipment, computers, software, fixtures, telecommunications infrastructure or other items necessary to equip a facility to provide workforce training and education programs proposed as part of a partnership project.				
<b>Total Work Ready Skills Initiative Funding Requested in this Application</b>			<b>Requested Funds as a % of Total Cost</b>	

## APPLICATION FOR INCENTIVE PROGRAMS CERTIFICATION OF APPLICATION

Lead Project Partner Name

County Where Project will be Located

### CERTIFICATION

Eligibility for financial assistance is determined by the information presented in this application and in the required attachments that may be requested. Any changes in the status of the proposed project from the facts presented herein, including but not limited to the commencement of construction, any public announcement or legal commitment (e.g., lease or contract) without contingency language, could jeopardize the project's eligibility for incentives. Please contact program staff before taking any action which would change the status of the project as reported herein.

I, the undersigned, on behalf of the applicant, hereby represent and certify that the foregoing application information, including all attachments, to the best of my knowledge, is (a) true, complete and accurate with respect to the information concerning the proposed project for which financial incentives are sought; and (b) does not contain any information for which any entity competing with the applicant may claim a proprietary interest.

Answer 'Yes' or 'No' to the following statements:

☐ For the proposed project, I represent and certify that the grant funding being requested in this application is necessary for the project to occur.

☐ For the proposed project, I represent and certify that the project will be aligned with, and supportive of, the strategic plan developed by the Kentucky Workforce Innovation Board (KWIB).

The undersigned, on behalf of the applicant, acknowledges that information contained within the application and its attachments may be subject to public disclosure to the extent required by law pursuant to any request made under the Kentucky Open Records Act contained in Chapter 61 of the Kentucky Revised Statutes. Notwithstanding the above, except as otherwise agreed to by the applicant in writing, no confidential or proprietary application information shall be disclosed if properly excluded from disclosure under KRS 61.878 (as determined by the Kentucky Work Ready Skills Advisory Committee, the Kentucky Education and Workforce Development Cabinet, the Kentucky Attorney General or court of competent jurisdiction). Information contained in this application and any attachments thereto with regard to investment, eligible costs, approved costs and other information as required by an incentive agreement shall be available for public disclosure.

In addition, the undersigned, on behalf of the applicant, acknowledges and grants permission to the Authority to share any and all information contained within the application and its attachments with appropriate state agencies (including the Cabinet for Economic Development), local jurisdiction(s) and contracted consultants to determine the feasibility and potential impacts associated with the project for which incentives are sought.

Signature

Title

Print Name

Date

For Electronic Signature: The person responsible for signing the document may type his/her name in the signature field, but the name must be preceded by a " / s" (e.g., /s Jim Smith). An email is also required from the signer providing a statement certifying/authenticating the typed signature on the document is his/her signature.

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**CLICK TO SUBMIT**